

March 16, 2006

AGENDA
ILLINOIS CIVIL SERVICE COMMISSION
March 16, 2006

- I. OPENING OF MEETING AT 9:00 A.M. AT 160 NORTH LASALLE STREET, SUITE S-901, CHICAGO, ILLINOIS
- II. PRESENT
- III. APPROVAL OF MINUTES OF REGULAR MEETING HELD FEBRUARY 16, 2006

WILL THE COMMISSION APPROVE THE MINUTES OF THE REGULAR MEETING HELD FEBRUARY 16, 2006?

IV. EXEMPTIONS UNDER SECTION 4d(3) OF THE PERSONNEL CODE

A. Report on Exempt Positions

<u>Agency</u>	<u>Total Employees</u>	<u>Number of Exempt Positions</u>
Aging	147	8
Agriculture.....	467	17
Arts Council.....	21	1
Capitol Development Board	23	0
Central Management Services.....	1623	120
Children and Family Services	3287	41
Civil Service Commission	4	0
Commerce & Econ. Opportunity.....	450	61
Commerce Commission	42	0
Corrections	13,946	117
Criminal Justice Authority	78	6
Deaf and Hard of Hearing Comm.	6	1
Developmental Disabilities Council.....	11	1
Emergency Management Agency	106	1
Employment Security	1801	26
Environmental Protect. Agency	1067	17
Fin. & Prof. Regulation	800	45
Guardianship and Advocacy	107	6
Healthcare and Family Services.....	2205	29
Historic Preservation Agency.....	249	12
Human Rights Commission.....	11	2
Human Rights Department.....	131	8
Human Services	14,770	60
Investment Board.....	4	2
Labor.....	74	7
Labor Relations Board Educational	16	2
Labor Relations Board Local	1	0
Labor Relations Board State.....	18	2
Law Enforce. Trng. & Standard Bd.	22	1
Medical District Comm.	2	0
Military Affairs.....	143	3
Natural Resources.....	1410	27
Pollution Control Board	26	3
Prisoner Review Board.....	23	0
Property Tax Appeal Board.....	23	2
Public Health	1119	35
Revenue	2017	56
State Fire Marshal.....	144	9
State Police	1462	6
State Police Merit Board	5	1
State Retirement Systems	78	1
Transportation.....	4052	1
Veterans Affairs.....	1128	4
Workers Comp. Commission	165	9
TOTALS	53,284	750

B. Governing Rule - Jurisdiction B Exemptions

- a) Before a position shall qualify for exemption from Jurisdiction B under Section 4d(3) of the Personnel Code, the position shall be directly responsible to:
 1. The Governor, or
 2. A departmental director or assistant director appointed by the Governor, or
 3. A board or commission appointed by the Governor, or
 4. The head of an agency created by Executive Order, or the director or assistant director of an agency carrying out statutory powers, whose offices are created by the Governor subject to legislative veto under Article V, Section 11, of the Constitution of 1970, which agency head, director, or assistant director may themselves be subject to exemption under Section 4d(3), or
 5. In an agency having a statutory assistant director, a deputy director exercising full line authority under the director for all operating entities of the agency, provided the statutory role of assistant director is vacant or is assigned clearly distinct and separate duties from the deputy director and as a colleague to him, or
 6. A line position organizationally located between the director and/or assistant director and a subordinate statutorily exempt position(s), provided the position proposed for exemption has line authority over the statutory exempt position(s), or
 7. The elected head of an independent agency in the executive, legislative, or judicial branch of government.
- b) If a position meets the above criterion, it must, in addition, be responsible for one or more of the following before it shall be approved as exempt:
 1. Directs programs defined by statute and/or departmental, board, or commission policy or possess significant authority when acting in the capacity of a director of programs to bind the agency.
 2. Makes decisions in exercising principal responsibility for the determination or execution of policy which fix objectives or state the principles to control action toward operating objectives of one or more divisions, such decisions being subject to review or reversal only by the director, assistant director, board or commission.
 3. Participates in the planning and programming of departmental, board, or commission activities, integrating the plans and projections of related divisions, and the scheduling of projected work programs of those agencies.

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C. **Illinois Department of Human Services - Proposed Exemption (Continued from February)**

Position Number	40070-10-10-000-00-01
Position Title	Senior Public Service Administrator
Bureau/Division	Office of Business Services
Functional Title	Director of the Office of Business Services
Incumbent	None
Supervisor	Chief Operations Officer (Reports to the Secretary)
Location	Sangamon County

CMS Recommendation:

“This position does meet the reporting criteria of the Commission Rules and considering the similarities of this requested position with those of other 4d(3) exempt positions, I recommend 4d(3) exemption.”

D. **Illinois Department of Revenue- Proposed Exemption**

Position Number	40070-25-08-100-00-01
Position Title	Senior Public Service Administrator
Bureau/Division	Budget & Planning Office
Functional Title	Manager, Budget & Planning Office / CFO
Incumbent	David K. Hunt
Supervisor	Director
Location	Sangamon County

CMS Recommendation:

“This position does meet the reporting criteria of the Commission Rules and considering the similarities of this requested position with those of other 4d(3) exempt positions, I recommend 4d(3) exemption.”

V. **MOTION TO GO INTO EXECUTIVE SESSION**

PURSUANT TO SUBSECTIONS 2(c)(1), 2(c)(4) and 2(c)(11) OF THE OPEN MEETINGS ACT, WILL THE COMMISSION HOLD AN EXECUTIVE SESSION TO CONSIDER APPEALS FILED WITH THE COMMISSION, LITIGATION AND/OR SPECIFIED EMPLOYMENT MATTERS.

VI. RECONVENE MEETING

VII. NON-MERIT APPOINTMENT REPORT

The Personnel Code permits non-merit appointments for a limited period of time, i.e., emergency appointments shall not exceed 60 days and shall not be renewed, and positions shall not be filled on a temporary or provisional basis for more than six months out of any twelve-month period. Consecutive non-merit appointments are not violative of the Code, however, they do present a possible evasion of merit principles and should be monitored. Set forth below is the number of consecutive non-merit appointments made by each department. These statistics are from the Department of Central Management Services consecutive non-merit report as of February 28, 2006.

Agency	1/31/06	2/28/06
Agriculture	1	2
Arts Council	1	1
Children & Family Services	5	9
Comm. & Economic Opportunity	1	1
Emergency Management Agency	1	1
Environmental Protection	1	1
Financial & Professional Regulation	0	2
Healthcare & Family Services	6	5
Human Services	5	5
Natural Resources	10	3
Property Tax Appeal Board	0	1
Transportation	27	34
Veterans Affairs	2	2
Total	60	67

VIII. PUBLICLY ANNOUNCED DECISIONS RESULTING FROM APPEAL

- DISCHARGE APPEAL

DA-26-06

Petitioner	Michael Eppley	Appeal Date	12/13/05
Agency	IEPA	Decision Date	03/03/06
Type	Discharge	ALJ	Andrew Barris
Charge(s)	Made threatening statements to employee	Recommended Decision	Charges not proven.

DOES THE COMMISSION CONCUR WITH THE RECOMMENDED DECISION IN THE ABOVE MATTER?

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IX. APPEALS TERMINATED WITHOUT DECISION

• **WITHDRAWN**

S-31-06

Respondent	Ronald Matrisciano	Appeal Date	1/26/06
Agency	DOC	Decision Date	3/06/06
Type	Suspension	ALJ	Andrew Barris
Charge(s)	Suspension pending judicial verdict	Recommended Decision	Withdrawn; dismissal subject to Commission approval.

**DOES THE COMMISSION APPROVE THE DISMISSAL OF THE ABOVE
MATTER?**

X. AMENDMENTS IN CLASS SPECIFICATIONS

**The Director of Central Management Services has submitted the following class title
for revision:**

A. Current Position Titles

Elevator Inspector

Classification Analysis

“A revision to the Elevator Inspector class specification is proposed to update the reference to the organization that issues the certification of Qualified Elevator Inspector (QEI). The accrediting body in the Education and Experience requirements is identified presently as the American Society of Mechanical Engineers (ASME). We have been notified that The National Association of Elevator Safety Authorities (NAESA) instead governs the issuance of the Qualified Elevator Inspector certificate. The proposed revision will eliminate the mention of the ASME and attribute the Qualified Elevator Inspector certificate correctly to the NAESA.”

**WILL THE COMMISSION APPROVE THE REVISION OF THE
FOLLOWING CLASS TITLE TO BE EFFECTIVE APRIL 1, 2006?**

Elevator Inspector

**WILL THE COMMISSION DISAPPROVE ANY CLASS SPECIFICATIONS
RECEIVED BY THE COMMISSION STAFF NOT CONTAINED IN THIS
REPORT TO ALLOW ADEQUATE STUDY?**

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XI. REVIEW OF EXECUTIVE SESSION MINUTES PURSUANT TO OPEN MEETINGS ACT

XII. STAFF REPORT

XIII. ANNOUNCEMENT OF NEXT MEETING

Announcement of the next regular meeting to be held on Thursday, April 20, 2006 at 9:00 a.m. in the Commission's Chicago Office.

XIV. MOTION TO ADJOURN